

## SUBMISSION GUIDELINES FOR AIAA AWARDS

When submitting a nomination for an AIAA Awards, please be certain to furnish all relevant information. The submitted material is the total case as it will be presented to the appropriate Selection Committee.

### Who May Nominate?

Any member of AIAA in good standing may nominate candidates for any of the awards.

### Eligibility

Membership in AIAA is an eligibility requirement for most awards unless overriding conditions exist otherwise. For technical awards, the nominee must not have been a member for the past two years of the AIAA Technical Committee who sponsors that particular technical award.

### How to Nominate

All award nominations must be submitted on the AIAA nomination form. The nominator must sign and date the form. A summary of the nominee's accomplishments must accompany this nomination form. Additional pages may be used to provide the nominee's professional record, education, honors, service to AIAA, etc. The submitted material should not exceed ten (10) pages. A minimum of three and a maximum of five letters of endorsement from AIAA members in good standing must support the nomination. Nominations involving more than one individual should be combined.

### Re-nomination

In general, all nominations will be reconsidered for two consecutive years following the original nomination. Updated material to enhance the original nomination is always encouraged. To re-nominate, send a letter along with any updated information to be included with the original nomination by the nomination deadline date.

### Nomination Deadlines

Nomination deadline dates are listed with the award information on this web site. The complete nomination package (nomination form, summary of accomplishments, letters of endorsement, etc.) must be received by AIAA on or prior to the deadline date. However, nomination packages will be accepted on a daily basis and considered for the appropriate year.

### Where to Submit Nominations

The complete nomination package must be sent to Honors and Awards Liaison, AIAA, 1801 Alexander Bell Drive, Suite 500, Reston, VA 20191-4344. AIAA members in good standing may submit nominations online using "[My AIAA](#)" on this web site.

### Awards Presentation

The AIAA President usually presents the AIAA awards at a conference or other appropriate venue. A Vice-President, AIAA Past President, or a member of the Board of Directors, may be requested to stand-in.

### Questions

For more information on AIAA's Honors and Awards program, please contact Carol Stewart, Honors and Awards Liaison, at 703/264-7623 or via e-mail at [carols@aiaa.org](mailto:carols@aiaa.org).

### Technical Awards

Technical Awards honor significant achievement in specific fields of aerospace technical expertise. Because the respective AIAA Technical Committee for each field conducts the award and selection process, the most current and appropriate candidates are recognized.

## HONORS AND AWARDS PROGRAM



American Institute of Aeronautics and Astronautics

Award Nomination Form

1. Specific award \_\_\_\_\_

2. Nominee(s) \_\_\_\_\_

Title \_\_\_\_\_ Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP code \_\_\_\_\_

Country \_\_\_\_\_ Postal code \_\_\_\_\_

E-mail \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

AIAA membership grade \_\_\_\_\_ Years of membership \_\_\_\_\_

3. Citation (30 or fewer words) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Reference names (maximum of five) with membership grades

_____	_____ (optional) grade
_____	_____ (optional) grade
_____	_____ grade

5. Nominator \_\_\_\_\_

Title \_\_\_\_\_ Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP code \_\_\_\_\_

Country \_\_\_\_\_ Postal code \_\_\_\_\_

E-mail \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

AIAA membership grade \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please attach a one-page summary, no smaller than **10-point font**, of the accomplishments/activities which serve as the basis for this award nomination. Also, please attach a current, complete résumé for the nominee. A minimum of three (3) and a maximum of five (5) letters of endorsement by AIAA members should be included to support this nomination. This nomination will be considered for a maximum of three years (the original year plus two subsequent years).

AIAA Honors and Awards  
1801 Alexander Bell Drive, Suite 500 • Reston, Virginia 20191-4344 • Fax 703/264-7551  
Web site: <http://www.aiaa.org>

ASSOCIATION OF NAVAL AVIATION AWARDS  
  
**OUTSTANDING ACHIEVEMENT AWARD FOR  
FLEET SUPPORT & SPECIAL MISSION AVIATION**

DESCRIPTION OF AWARD

Presented annually to the individual or unit whose specific action or achievement related to flight operations of U.S. Navy, Marine Corps or Coast Guard Fleet Support/Special Mission aircraft most clearly and dramatically demonstrates the Naval Aviation ideals of courage, resourcefulness, perseverance and concern for the well-being and freedom of the United States of America.

CRITERIA FOR AWARD

Must be a Naval Aviator, Naval Flight Officer, aircrewman, or other individual---U.S. Navy, Marine Corps, Coast Guard or Reserve component thereof, or civilian---who is either: (1) assigned to a Fleet Support or Special Mission Squadron or staff, or (2) working on a civilian or military program supporting Navy, Marine Corps or Coast Guard Fleet Support/Special Mission operations. (While award to an individual is preferred, group action or achievement may be recognized by presentation of this award to an entire unit).

Individual (or unit) must be responsible for an outstanding combat or operational action or technical achievement during the 12 month period while serving in one of the two capacities above. Heroism should be given strong consideration, but in any event the achievement should contribute significantly to the effectiveness of Navy, Marine Corps or Coast Guard force support capability or safety.

PRESENTATION OF THE AWARD

The Fleet Support & Special Mission Aviation Award will be presented annually during the year following the year in which the achievement was accomplished. It will be presented at the annual convention of the ANA, held each year in the spring.

**ANA DOROTHY M. FLATLEY AWARD**

DESCRIPTION OF AWARD

Presented annually to the spouse of an active duty individual, or any individual, spouse or otherwise, who has best demonstrated inspirational support in behalf of Naval Aviation personnel. There shall be one winner selected from COMNAVAIRPAC and one from COMNAVAIRLANT.

CRITERIA FOR AWARD

The individual must have provided inspirational support to a command or unit in a manner which significantly contributed to the improvement or sustainment of high morale in the command, particularly among families separated from those on deployments.

PRESENTATION OF AWARD

The Dorothy M. Flatley Award will be presented annually during the year following the year in which the achievement was accomplished. It will be presented at the annual convention of the ANA, held each year in the spring.

**OUTSTANDING ACHIEVEMENT AWARD  
FOR HELICOPTER AVIATION**

DESCRIPTION OF AWARD

Presented annually to the individual or unit whose specific action or achievement related to flight operations of U.S. Navy, Marine Corps or Coast Guard helicopters most clearly and dramatically demonstrates the Naval Aviation ideals of courage, resourcefulness, perseverance and concern for the well-being and freedom of the United States of America.

CRITERIA FOR AWARD

Must be a Naval Aviator, an aircrewman, or other individual---U.S. Navy, Marine Corps, Coast Guard or Reserve Component of any of the former, or civilian---who is either: (1) assigned to duty in a helicopter squadron or staff or as a member of the ship's company of a unit with embarked helicopters, or (2) working on a civilian or military program supporting Navy, Marine Corps, or Coast Guard helicopter operations. (While award to an individual is preferred, group action or achievement may be recognized under appropriate circumstances by presentation of this award to an entire unit).

Individual (or unit) must be responsible for an outstanding combat or operational action or technical achievement during the 12 month period while serving in one of the two capacities above. Heroism should be given strong consideration, but in any event, the achievement should contribute significantly to the effectiveness of Navy, Marine Corps, or Coast Guard helicopter capability or safety.

PRESENTATION OF THE AWARD

The Helicopter Aviation Award will be presented annually during the year following the year in which the achievement was accomplished, It will be presented at the annual convention of the ANA, held each year in the spring.

**OUTSTANDING ACHIEVEMENT AWARD FOR  
MARITIME PATROL AVIATION**

DESCRIPTION OF AWARD

Presented annually to the individual or unit whose specific action or achievement related to flight operations of U.S. Navy or Coast Guard maritime patrol most clearly and dramatically demonstrates the Naval Aviation ideals of courage, resourcefulness, perseverance and concern for the well being and freedom of the United States of America.

CRITERIA FOR AWARD

Must be a Naval Aviator, an aircrewman, or other individual--U.S. Navy, Coast Guard, or Reserve component thereof, or civilian --- who is either: (1) assigned to duty in a maritime patrol squadron or staff, or (2) working on a civilian or military program supporting Navy or Coast Guard patrol flight operations. (While award to an individual is preferred, group action or achievement may be recognized under appropriate circumstances by presentation of this award to an entire unit).

Individual (or unit) must be responsible for an outstanding combat or operational action or technical achievement during the 12 month period while serving in one of the two capacities above. Heroism should be given strong consideration, but in any event the achievement should contribute significantly to the effectiveness of Navy or Coast Guard maritime patrol capability or safety.

PRESENTATION OF THE AWARD

The Maritime Patrol Aviation Award will be presented annually during the year following the year in which the achievement was accomplished. It will be presented at the annual convention of the ANA, held each year in the spring.

**OUTSTANDING ACHIEVEMENT AWARD FOR  
TACTICAL AVIATION**

DESCRIPTION OF AWARD

Presented annually to the individual or unit whose specific action or achievement related to flight operations of U.S. Navy or Marine Corps tactical aircraft most clearly and dramatically demonstrates the Naval Aviation ideals of courage, resourcefulness, perseverance and concern for the well being and freedom of the United States of America.

CRITERIA FOR AWARD

Must be a Naval Aviator, an aircrewman, or other individual---U.S. Navy, Marine Corps, or Reserve component thereof, or civilian --- who is either: (1) assigned to aircraft carrier duty as a member of a fixed-wing squadron or staff or the ship's company, or (2) working on a civilian or military program supporting fixed-wing operations. (While award to an individual is preferred, group action or achievement may be recognized in appropriate circumstances by presentation of this award to the entire unit).

Individual (or unit) must be responsible for an outstanding combat or operational action or technical achievement during the 12 month period while serving in one of the two capacities above. Heroism should be given strong consideration, but in any event the achievement should contribute significantly to the effectiveness of carrier aviation capability or safety.

PRESENTATION OF THE AWARD

The Tactical Aviation Award will be presented annually during the year following the year in which the achievement was accomplished. It will be presented at the annual convention of the ANA, held each year in the spring.

**RADM A.C. Read Navigator of the Year Award**

Sponsored by Mr. and Mrs Charles Cunningham

This award is designed to honor the officer or enlisted person who has best demonstrated outstanding skills and performance in the field of navigation (as a navigator, for example, on P-3 or EP-3, or transport aircraft), or who has contributed significantly to the improvement of navigation training and/or navigation procedures in Naval Aviation.

RADM Read was the commander of the NC-4 flight of 1919 which made the first successful crossing of the Atlantic Ocean by air. The Cunningham family (Mrs Cunningham is the daughter of RADM and Bess Read) provides a \$500 check to the award winner.